

Entry deadline: 5 April 2023



# HOW TO ENTER



## 1 Review the categories

Full details on all categories and entry criteria can be found at www.iwfmawards.org/categories



## 2 Download your entry form(s)

To make it easier to enter, we have created set entry forms for each category to be completed and uploaded as part of your entry. Got a question? Not sure if a category's right for you? Don't forget you can talk to the IWFM team - we're here to help. Email us at awards@iwfm.org.uk.



### **3 Prepare your entries**

Read through the criteria and entry guidance carefully and ensure that you have answered all the questions on the entry form. Prepare your supporting document of no more than five pages of A4 to include any testimonials, charts or information you would like to reference. Certain categories may ask for a video to be uploaded as part of the entry.



## 4 Start your entry registration

You can upload, return and complete your entries at your own pace. Be sure to:

- complete all questions on the relevant entry form
- upload your entry form, supporting document, video (if applicable) and entry photos on the upload page.



#### **5 Submit your entry**

With a final check that you're happy with your entry and it meets all the criteria, it's time to submit. Submit your entry and select your payment method no later than midday (BST) on 5 April 2023. Good luck!

## MAKE AN IMPACT

#### **Entry fees**

Entry fee is £250+VAT

## Free categories

IWFM Newcomer of the Year IWFM Manager of the Year IWFM Leader of the Year Outstanding Contribution to Workplace and Facilities Management Frontline Heroes

## **Entry deadline**

Midday (BST), 5 April 2023

iwfm IMPACT AWARDS

WORKPLACE AND FACILITIES MANAGEMENT EXCELLENCE

